

NOTICE

U.S. Department of Transportation
Federal Aviation Administration

N 8100.15

Cancellation
Date: 03/02/01

SUBJ: Performing Principal Inspector Audits at Category 3 Production Approval Holder's

1. **PURPOSE:** This notice discontinues scheduled Aircraft Certification Systems Evaluation Program (ACSEP) evaluations at all Category 3 production approval holders (PAH's) identified by ACSEP resource targeting assessments. Instead, this notice implements a structured process for Principal Inspector (PI) audits of these production approval holders. This notice also includes procedures for the scheduling and conduct of the PI audits.
2. **DISTRIBUTION:** This notice is being distributed to the branch level of Washington headquarters and all Aircraft Certification Directorates; all Manufacturing Inspection Offices (MIO); all Aircraft Certification Offices (ACO); all Manufacturing Inspection District and Satellite Offices (MIDO and MISO); all Certificate Management Offices (CMO); all Certificate Management Units (CMU); to the Aircraft Certification Branch at the Federal Aviation Administration (FAA) Academy; to the Brussels Aircraft Certification Division; Suspected Unapproved Parts Program office AVR-20; Regulatory Support Division AFS-600.
3. **BACKGROUND:** The Aircraft Certification Management Team (ACMT) chartered the Effective Resource Utilization Team (ERUT) in Fiscal Year (FY) 99 to identify work functions that utilize a high number of work hours. The ERUT was also chartered to identify strategies to modify, eliminate, or delegate these work functions in order to shift the Service's resources to higher priority work. One of the work functions identified by the ERUT was the conduct of ACSEP evaluations at non-priority PAH's. The ERUT proposed that ACSEP evaluations at non-priority PAH's be discontinued. In its place, the ERUT proposed the implementation of a structured process for PI evaluation of these PAH's.
4. **DISCUSSION:** As part of the ACSEP resource targeting assessment of a PAH, the PI determines the Unit Criticality of the PAH based on the parts that are being manufactured. Unit Criticality is identified as Category 1, 2, or 3. For a PAH to be identified as Category 3, the PI would have assessed all the products, parts, or appliances manufactured by the PAH and would have determined that the failure of any of these would not have an effect on continued safe

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flight and landing of the aircraft. A Unit Criticality Category 3 is possible in any of the four Resource Targeting Group ratings. The use of PI audits, in lieu of ACSEP Evaluations, provides an equivalent level of safety oversight while providing effective utilization of available resources.

5. **MANAGING OFFICE RESPONSIBILITIES:**

a. Procedures for FY00. Each directorate will perform the following:

(1) As soon as possible, cancel all remaining ACSEP evaluations at Category 3 PAH's and notify AIR-200 of these changes in accordance with the guidelines as stated in Order 8100.7, paragraph 47. If a notification letter has been sent to a PAH, the directorate may conduct the ACSEP evaluation at its discretion. Use the same notification procedures contained in Order 8100.7A Chapter 4.

(2) Schedule at least one PI audit at all Category 3 PAH's where ACSEP evaluations have been canceled. The dates of the PI evaluations are at the discretion of each directorate. It is not necessary to use the ACSEP evaluation dates.

NOTE: A directorate may schedule PI audits at additional Category 3 PAH's at its discretion. Reference to the ACSEP schedule is no longer required for these PAH's.

(3) Conduct the audits in accordance with Paragraph 6 of this notice.

b. Procedures for FY01 and subsequent. Each directorate will perform the following:

(1) Identify all Category 3 PAH's using the resource targeting assessment data collected the prior year.

(2) Schedule and conduct PI audits at identified Category 3 PAH's using the evaluation intervals for Resource Targeting groups as defined below:

Group I and Group II – Every 12 months.

Group III – Every 24 months.

Group IV – Every 36 months.

(3) Ensure that Certificate Management procedures, as stated in Order 8120.2, Production Approval and Surveillance Procedures, continue to be adhered to.

6. **PI AUDIT PROCEDURE:** At a minimum and as applicable, each Category 3 PAH will be evaluated against the top four system elements that have had the most systemic issues as presented in the most current ACSEP Annual Report. The methodology for evaluating the top four system elements should be as outlined in Order 8100.7. If none of the four system elements are applicable, the scope of the PI audit should be in accordance with Order 8120.2, Paragraph 153.

7. **RESOURCE TARGETING:** Category 3 PAH's will still be included annually in resource targeting but will not be included in the ACSEP schedule. Category 3 PAH's continued inclusion in resource targeting is required to verify that their previously identified grouping has not changed. (A change in group would require a change in PI audit frequency).

8. **ACTION TO BE TAKEN:** The contents of this notice will be incorporated into Orders 8100.7 and 8120.2.

/s/

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